

City of Newport Beach, CA

City Manager's Newsletter

TO:

Mayor Henn & Council Members

FROM:

Dave Kiff, City Manager

DATE:

February 4, 2011

Please enjoy the attached newsletters...



ADMINISTRATIVE SERVICES DEPARTMENT

ACCOUNTING + OMB + IT + FINANCE & TREASURY + REVENUE

February 4, 2011

TO:

DAVE KIFF, CITY MANAGER

FROM:

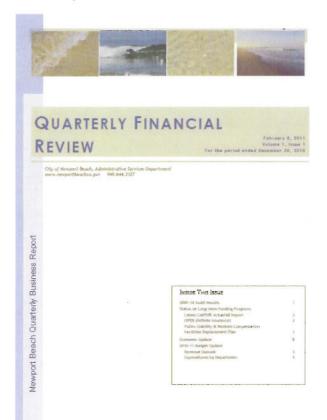
Tracy McCraner, Administrative Services Director/Treasurer

SUBJECT:

CITY MANAGER'S NEWSLETTER

Quarterly Financial Review

The Administrative Services Department submitted the first Quarterly Financial Review (QFR) this week to the City Manager's office. The Financial Review represents one component of the Quarterly Business Report (QBR) that the City Manager's office will present to City Council on the February 8th agenda. The Financial Review gave us the opportunity to present a summary of key financial data that became available during the last quarter.



The Financial Review was a collaboration of contributions from many departments. Accounting and Budget staff prepared the meat of the document and Tammie Frederickson was responsible for the design and layout.

Many thanks to all the staff who helped compile the information and a special thanks to Assistant City Manager Dana Smith for challenging us to develop a creative way to present the information.

Since this summary level format was our first effort, we expect the review to evolve over time as we receive feedback on the type of updates that are deemed most relevant to our audience. We anticipate the topics of our review will change slightly with each quarter as new seasonal information becomes available and or as our focus changes.

Hoag Hospital Bonds

Authorized on the January 11th agenda, Hoag Hospital was successful in pricing \$105,390,000 of revenue bonds last week. The Bonds are issued by the City of Newport Beach at tax exempt rates but Hoag Hospital is wholly responsible for the repayment of the bonds. The City is fortunate to have a very high quality hospital in Hoag and its success has attracted a very high quality physician base to our immediate region. The City is happy to partner with Hoag in such ventures for the overall benefit to the community. The Bonds benefit Hoag Hospital by helping it manage various elements of its debt portfolio while diversifying the financial organizations that provide liquidity support to existing City variable rate bonds with Hoag. The bonds are scheduled to close February 8, 2011.

Audit Request For Proposals

Accounting Manager, Rukshana Virany drafted Audit Requests for Proposals (RFP) this week and we anticipate distributing the RFPs by the end of next week. As contemplated, selected auditors would be responsible for the City Financial and Single Audits for a four-year term beginning with fiscal year 2010-11 and for conducting the Financial Audit and Single Audits of the Integrated Law and Justice Agency of Orange County (ILJAOC) for one additional year. After 2010-11, it is anticipated that another Orange County City will take their turn as treasurer and administrator of the ILJAOC. After the proposals are evaluated and top candidates interviewed, staff plans to make a final decision by mid-April contingent upon Council approval.



COMMUNITY DEVELOPMENT DEPARTMENT

To:

Dave Kiff, City Manager

From:

Joel Fick, Interim Community Development Director

Subject:

City Manager's Newsletter

Date:

February 4, 2011

Planning Division

Economic Development Update

OPIS Business Accelerator Class

The January 29 make-up session of the first OPIS Business Accelerator class was attended by approximately 30 people. Ninety-one local businesses have committed to the entire 100 Day Program, which started on January 31.

Community Development Block Grant

The City received eight timely applications in response to the Community Development Block Grant (CDBG) Notice of Funding Availability (NOFA) for the 2011-2012 fiscal year. Applications were received from seven public service agencies, including Families Forward, Share Our Selves (SOS), Serving People in Need (SPIN), Age Well Senior Services, Human Options, the Fair Housing Council of Orange County, and the Fair Housing Foundation in Long Beach. In addition, one application for capital improvement funding was received from the City's Public Works Department. Consistent with the City's adopted Citizen Participation Plan, the CDBG Advisory Committee will review all grant applications, evaluate for conformity to the 2010-2014 Five Year Consolidated Plan, and recommend funding priorities for the City Council at their April 26, 2011 meeting.

Emergency Preparedness Committee

Staff attended the monthly meeting of the Emergency Preparedness Committee on January 27. Among other items, the Committee received updates on the December storm damage estimates, the Emergency Management Plan, and the Continuity of Government Plan.

Orange County Council of Governments

Staff attended this month's Orange County Council of Governments Technical Advisory Committee meeting, which provided an update of the Orange County Sustainable Communities Strategy (SCS). The SCS is a requirement of California Senate Bill 375, which is intended to reduce transportation-related carbon emissions. The outline for the Orange County SCS is available online at http://www.oc-scs.org and comments are welcome. The Orange County SCS draft will be completed within the next few months.

Meeting with Seal Beach Planners

Planning Division staff met with planners from the City of Seal Beach who were looking for advice on how to proceed with the certification of their local coastal program (LCP). Acting Planning Director James Campbell and Planning Manager Patrick Alford met with Development Services Director Mark Persico and Senior Planner Jerry Olivera. Staff related their experiences with California Coastal Commission staff, addressing Coastal Act policies, and taking an LCP through a Coastal Commission hearing. Mr. Persico described the meeting as "extremely helpful."

New Applications

- A minor use permit application was submitted to allow a restaurant in The Landing shopping center at 3138 W. Balboa Boulevard (Gina's Pizza).
- An application consisting of a General Plan amendment, code amendment, planned development permit, sign exception permit, and conditional use permit was submitted for a mixed use project with six residential units, offices, and a restaurant at 2751-2801 W. Coast Highway (Earl's Landing).
- A variance application was submitted to allow two condominium units at 3125 Bayside
 Drive to exceed the maximum residential floor area limit (NSC Enterprises).
- A modification permit application was submitted for wall signs and a directional sign for an automobile dealership at 3300 Jamboree Road (Fletcher Jones Motorcars).
- A variance application was submitted to allow an existing, two-car garage to serve as required parking for two single-unit dwellings at 301 and 263 Cedar Street (Greer Residence).

Quick Hits

 Staff received an inquiry from a customer using the online Quest System regarding the selection of a potential site for a hypothetical project as part of an architecture class assignment. The customer wished to find a vacant site in the Newport Coast area that would allow a cultural institution. After reviewing the Newport Coast Planned Community Text, staff was able to point the customer toward a lot that would be appropriate for her project. Additionally, staff was able to provide the customer with approximate topographic lines for her to begin her architectural drafting. The customer was appreciative of all help received and found the Quest System easy to use.

- Staff received a call from an architect concerned that his project would not meet the
 open volume requirement. However, staff determined that his proposal did provide
 sufficient open volume to satisfy the requirement, as he had omitted the area above the
 first floor of the structure. The architect was relieved and commented on the ease of
 calculating the new requirement after the clarification.
- Staff met with real estate agents interested in reopening a restaurant in the building formally occupied by Bubbles restaurant in Balboa Village.

Building Division

Customer Activity

Customer activity levels are noted on the attached chart.

Kudos from Customers

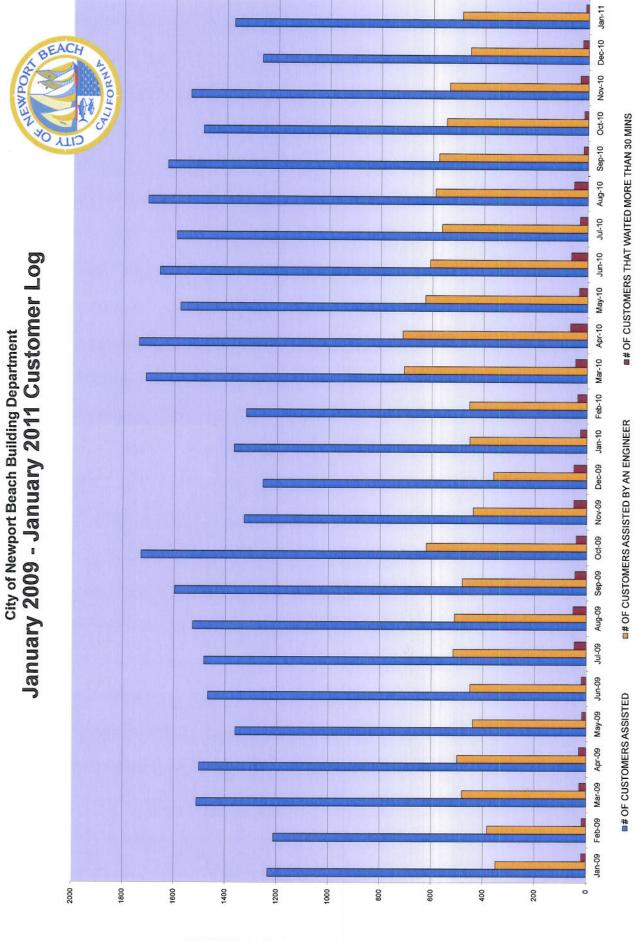
A customer recently wrote these comments on the "How Do We Rate" form:

"This City's Building & Planning could give lessons in courtesy, efficiency & general time usage to any city in Orange County. Always a pleasure and honor to come here."

The following comments are from an email:

"We experienced a very fast turnaround on a recent TI—expansion of 'Bellagio Spa & Salon' at Newport Coast, with an APC (appointment plan check) and quick re-check over the counter by Tonee Thai. We had permits in a few days instead of a few weeks! Greatly appreciated."

Attachment



Total Number of Customers



Newport Beach Fire Department Office of the Fire Chief

DATE:

February 4, 2011

TO:

Dave Kiff, City Manager

FROM:

Mike Morgan, Fire Chief

SUBJECT:

CITY MANAGER'S NEWSLETTER

State of CERT Awards Dinner

On Friday, January 22, the Fire Department hosted the 3rd Annual State of CERT event at Newport Coast Community Center to recognize the efforts of CERT volunteers throughout Newport Beach communities, schools and businesses. Over 120 CERT volunteers attended the event.



The keynote speaker for the event was Newport Beach resident Craig B. Smith, author of Extreme Waves and a tsunami expert. (Pictured on right: Nancy Smith, Katie Eing, Craig Smith and Matt Brisbois.)

Following Craig's presentation,
Community Preparedness
Coordinator Matt Brisbois
presented on the 2010
accomplishments of the Newport
Beach CERT program and
outlined goals for 2011.

Some of the major accomplishments for 2010 include the creation of an on-line web portal for CERT volunteers to log their hours, the award of a UASI grant (\$31,500) and subsequent purchase of a new Volunteer Management trailer, the award of a \$7,500 Pacific Life Grant, and the certification of 156 new CERT volunteers as disaster service workers (with over 220 that attended the 5 CERT programs offered in 2010). In 2010, CERT volunteers registered 4,880 hours of volunteer service to the city into the new CERT hours web-portal. This number is far less than the actual total as only a small percentage of volunteers entered their hours.

The following awards were given to CERT volunteers and instructors that made significant contributions to the program and to the city's overall disaster preparedness efforts:

Fire Department CERT Neighborhood of the Year

Jasmine Creek Home Owner's Association, lead by Dale and Suzie Karjala (Pictured on Right: Jasmine Creek Homeowners)





Fire Department Spirit of CERT Award
Alan Smith (pictured on Left between Katie Eing and Matt Brisbois)

Kevin Pryor Memorial CERT Instructor of the Year Lifeguard Captain Mike Halphide

Fire Department CERT Volunteer of the Year David Brandmeyer

Looking for CERT Members

The Newport Beach Fire Department is looking for new members to be involved in our Community Emergency Response Team, or CERT Program. The program is designed to prepare you to help yourself, your family, and your neighbors in the event of a catastrophic disaster.

The Spring 2011 CERT program schedule and applications can be found on our website at www.nbfd.net, then go to the CERT page. Participants must register for the class and attend only their registered times. To register, mail a completed application to: Matt Brisbois at 3300 Newport Blvd., Newport Beach, Ca 92658-8915. Newport Beach CERT classes are free of charge to Newport Beach residents and \$40 for non-residents.

Cal EMA January 2010 Storm Reimbursement

We received a check for \$5,256 from the California Emergency Management Agency (Cal EMA) for damage the city sustained during the 2010 January rain storms. Cal EMA offers a 10% administration fee for each project to help cover staff costs associated with applying for the damage reimbursement claims. To date, we have received \$33,783 in reimbursement claims and we expect to get \$130,000 more once projects are completed.



HUMAN RESOURCES CITY MANAGER'S NEWSLETTER

DATE:

February 4, 2011

TO:

FROM:

Terri L. Cassidy, Director of Human Resources

News from HR and Riek Man

SUBJECT:

KELSEY'S KORNER - by Kelsey Nash, Office Assistant HR Recruitment Center



DEBRA ALLEN. VICE CHAIRPERSON NEWPORT BEACH CIVIL SERVICE BOARD

Attorney Debra Allen has served on the City's Civil Service Board since 2008. She joined the CSB as a way to utilize her legal training. She previously served on various City committees/ commissions including the Environmental Quality Affairs Commission, Planning Commission, Bicentennial of the Constitution Committee and Parks. Beaches and Recreation

Commission. In addition, she has chaired the Corona del Mar Residents' Association.

Debra views her role as the CSB's Vice Chair as an opportunity to give back to a City that has afforded her such a wonderful lifestyle. Serving as a Member of the Board has its positive and challenging experiences, and she fondly remembers the day spent interviewing candidates for Fire Chief. She enjoyed the opportunity to interact with people having "vast experience and talent." However, making decisions that affect job tenure is difficult.

The Board's most significant accomplishments, during her term, have been the revision of the CSB Rules and City Charter update. She believes the changes will make the documents easier to understand and ensure consistency. According to Debra, the biggest issue facing the Board today is the revision of the CSB Procedural Hearing Rules. Their goal is to provide an updated framework for a quick, yet full and fair appeal process for employees.

In her spare time, Debra plays golf, which she "does frequently, though not very well". She also travels, which she "does well but not often".

Thank you to Debra for being so generous with your time and expertise. We appreciate your public service.

CURRENT MEMORANDA OF UNDERSTANDING (MOUS) AVAILABLE ONLINE

The City and its Bargaining Units have negotiated new labor contracts in recent months, and the new MOUs and Benefit Summary Sheets are posted online, for your convenience at http://www.newportbeachca.gov/index.aspx?page=296. If you are unable to print the information, please stop by the Human Resources Office to pick up a copy.

THE EMPLOYEE ASSISTANCE PROGRAM IS HERE FOR YOU!

Are you struggling with a work-related and/or personal issue and looking for a viable resource? The Employee Assistance Program (EAP) provided by ValueOptions is available to all full-time employees and their immediate family members. Referrals and resources on topics such as work/life balance, healthy living, financial stability and guidance on legal issues are available. To contact the EAP and speak confidentially with a licensed clinical professional 24 hours/7 days a week, call (800)435-1986. More information on the EAP is available at www.myachieve.com, which can also be found on the Human Resources Intranet Webpage http://citynet.newportbeachca.gov/index.aspx?page=51.

WEIGHT WATCHERS RETURNS!

Human Resources is pleased to announce a new series of the "Weight Watchers at Work" meetings. The Program is specifically designed to help City employees take a step towards a healthier lifestyle while providing the convenience of being held on campus. The series consists of 17 weekly meetings on Wednesdays at noon in the Council Chambers. An informational meeting is scheduled for February 9 and is designed to give participants an overview of Weight Watchers, its structure and provide tools crucial to achieving a successful weight loss experience. A minimum of 15 participants will be needed in order to offer the program. For more information, please contact Leslie Campbell, Human Resources Specialist, at 949-644-3294 or lcampbell@newportbeachca.gov.

In the spirit of Valentine's Day, take a moment to pay a compliment to a family member, friend, co-worker, neighbor or stranger. It will brighten your day too!





LIBRARY SERVICES DEPARTMENT



Library - Cultural Arts

February 4, 2011

To: Dave Kiff, City Manager

From: Cynthia Cowell, Library Services Director

Subject: City Manager's Newsletter

Library Services

Something for Everyone

Take a quick look at the NBPL's Events Calendar and you can clearly see that the Library has something for everyone. In the last couple weeks alone, NBPL has hosted a PSAT workshop for teens, a SCORE Business Workshop, an arts lecture, a literary lecture, a cooking demonstration, family "Bubblemania" program, children's craft clubs, dozens of storytimes, a classical music concert, online job searching instruction and more! It is a busy place and the community has clearly embraced the library as a center for cultural arts, education and information (not to mention fun!) at every stage of life from babies to boomers and beyond!

Friends of the Library Book Sale

The Friends of the Library will hold one of their quarterly Used Book Sales this Friday and Saturday. Friday is for members only (and worth joining for). Saturday is an open to the public "buck a bag" bonanza from 9 a.m. to 1 p.m. So take advantage of the bargains and support the library. The Friends do a tremendous job and their extremely generous contributions to NBPL fund most of our children's programs and many of our collections.



Reaching Out

Connecting with the community is key to the Library's continued success, and we are fortunate to have such strong support from a variety of organizations. This week Mara Cota made another connection with a presentation about the many Library services and programs to the Newport-Harbor UCI Panhellenic group at the UCI University Club. The group of about 25 local women learned about the diversity of library programs, book discussion groups, cultural events, literacy program, and the important work of The Friends of the Library and the NBPL Foundation. Mara reported that it was a pleasure to speak with the group of educated, warm and generous women who took a genuine interest in the Library - one of them even downloaded the new NBPL app while she spoke and another made a donation to the NBPL Foundation at the end of the presentation.

It's Tim's Birthday

It was hard for Tim to keep this monumental occasion secret with his office draped in black, entwined with caution tape and sprinkled with confetti. Happy Birthday, Tim!



Cultural Arts Services

"Landscape and Art: In, Of, and For" Public Art Lecture Widely Received

On Tuesday, February 1 the community came out to hear Civic Center and Park landscape architect Peter Walker, principal of Peter Walker Partners of Berkeley. Almost 200 citizens attended the hour and a half lecture sponsored by the City Arts Commission at Central Library. The crux of the lecture, which focused on some of Mr. Walker's most interesting and famous



installations throughout the world, was on appreciating the natural features of each site. Titled "Landscape and Art: In, Of, and For" Walker really spoke to the interaction between community members, city leaders and artists in obtaining art for public spaces, and how this art integrates with the environment.

The lecture was coordinated largely due to the efforts of Arts Commissioners Robert Smith and Christopher Trela who are chairing an 'Art in Public Spaces" Committee. Photo provided by Arts Commissioner Christopher Trela

President Ronald Reagan Centennial Display At Central Library we are continuing our U.S. Presidents displays during the month of February. On Thursday staff installed a new exhibit with memorabilia for the *President Ronald*Reagan Centennial, which begins on February 5, 2011.

A bust, several books, campaign buttons and an 'ode to jellybeans' will be on display in the lobby during this exhibition honoring the nation's 40th president.



Lenahan Estate Bequest



For the February 8 City Council meeting, the Newport Beach City Arts Commission will be recommending a bequest from the Lenahan Estate of a collection of paintings by Elisabeth Wiltrout Longridge along with \$50,000 cash. The funds will be used to assess a selection of certain artwork(s) to be accepted into the City's permanent art collection. If accepted, this work will be prepared for display in the City with a plaque recognizing the artist's name.



February 4, 2011

TO:

Dave Kiff, City Manager

FROM:

Mark Harmon, Municipal Operations Director

SUBJECT: City Manager's Newsletter

Administrative Manager Promotion

Please join me in congratulating Maurice Turner on his promotion to Administrative Manager for the Municipal Operations Department. Maurice participated in a competitive recruitment process that included a written test and oral interview with an outside panel. In his new role, Maurice will supervise the administrative team, conduct cost of service studies, serve as the department's budget analyst, and generally manage the day-to-day activities of the department's administrative functions.

Storm Debris & Clean-up Efforts



Debris from December's storm continues to flow out of the Santa Ana River and the San Diego Creek. Last Friday, Tight Quarters, the City's contract hauler, hauled over 228 tons of debris from West Ocean Front to the Bowerman landfill. Now that the larger material has been removed, staff will begin using mechanical beach sanitizer equipment for the final part of the beach cleaning process.

Next week, Tight Quarters will assist Municipal Operations in removing an additional 150 tons of similar type debris that is being stock piled adjacent to the Newport Aquatic Center. Different pieces of heavy equipment were utilized by the crews to pull the debris out of the log boom.





NEWPORT BEACH POLICE DEPARTMENT

February 4, 2011

TO: Dave Kiff, City Manager

FROM: Jay R. Johnson, Chief of Police

SUBJECT: NEWSLETTER

2011 Police Explorer Competition

On the weekend of January 15, Newport Beach Police Explorer Post 1050 participated in a three-day, annual tactical competition held in Chandler, Arizona. The event hosts Explorer Posts from all over the country, and this year nearly 1,000 Explorers participated. Explorer Posts send their top ten Explorers, who in many cases have practiced all year for this one event. The Explorers are placed in simulated tactical scenarios that would test even the most experienced peace officers. These events are designed to test their knowledge, tactics, and ability to adapt to rapid changes in the scenario.

The Explorers worked extremely hard over the past few months to prepare themselves, which included training on many weekends. As a result of their dedication and commitment, they won third place in Hostage Negotiations. This was quite an accomplishment, as this year's team was comprised of new Explorers, some with only two weeks of training.

Special thanks to Officers Randy Querry and Anthony Yim for the time they donated preparing and training the Explorers for the competition.

Two Advisors escorted the Explorers to Chandler and were responsible for the training, Sergeant Lloyd Whisenant and Retired Newport Beach Police Officer Stan Bressler. If you know someone who may be interested in becoming a Police Explorer, please visit their website at www.nbpdexp.com for additional details.

Oceanfront Sidewalk Safety Program

The Newport Beach Police Department will be launching an Oceanfront Sidewalk Safety Program on Friday, February 4, from 4:00 p.m. until 7:30 p.m. This is a continuation of a program that began in 2009, based on the recommendations from a citizens' committee chaired by Mayor Michael Henn, concerned with Oceanfront Sidewalk safety. The program is directed towards improving the safety of the Oceanfront Sidewalk, which runs approximately three miles in length from "F" Street to 36th Street. With summer fast approaching, the number of sidewalk users increases.

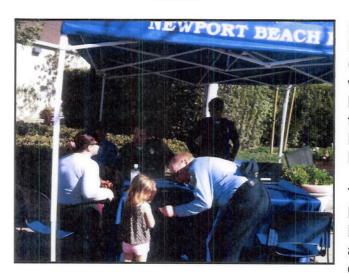
The goal of the program is to **educate** the public about the safe and lawful use of the Oceanfront Sidewalk, as well as work in **cooperation** with those who enjoy the Oceanfront Sidewalk for walking, jogging, biking, or rollerblading. **Prevention** is a key component of the program, which centers on the proper use of the Oceanfront Sidewalk while preventing users from becoming injured due to illegal use or reckless behavior. In addition, the Police Department may be required to **enforce** obvious violations of the City's Municipal Code to maintain safe operations.

On Friday, February 4, Bicycle and Foot Beat Officers will be strategically positioned along the Oceanfront Sidewalk handing out educational pamphlets as well as answering any questions the public may have.

A short educational video has also been created and can be viewed by logging onto http://www.youtube.com/watch?v=iAYdQzqsh8I.

The Police Department will be scheduling five additional Oceanfront Sidewalk Safety days during the upcoming summer months.

Safety Outreach Event



During the next several months, the Police Department will be hosting a weekly Safety Outreach Event booth in our City. This event will be held on Fridays and Saturdays between the hours of 10 a.m. and 2 p.m. and the locations will be posted weekly on our NBPD Website, Facebook, Twitter, Nixle, and Press Release section.

The booth, which will be manned by Newport Beach employees, will give the residents of Newport Beach the opportunity to speak with an Officer about home or vehicle safety concerns, and at the same time, provide the

opportunity to sign up for our community communication services, Nixle. Please check our Website for the next Safety Outreach Event, www.nbpd.org. We hope to see you there.

Jay R. Johnson CHIEF OF POLICE

PUBLIC WORKS DEPARTMENT

City Manager's Newsletter

To:

David A. Kiff, City Manager

From:

Stephen G. Badum, Public Works Director

Date:

February 4, 2011

B



Water Conservation & Environmental Activities

Shane Burckle our Water Conservation Coordinator spoke to over 300 fifth-graders from Orange and Los Angeles counties on January 18. The students are participating in the Dana Point Ocean Institute's watershed program - "Kids' Conference on Watersheds". This conference provides an opportunity for students to learn about watersheds from various professionals in the field.

Staff from our Environmental Section and Municipal Water District of Orange County (MWDOC) met with the Newport Bluff's Community Association about a project to replant a large common area. The Association is planning to replace the water thirsty grass in a 65 acre area with an 'engineered" grass that uses up to 75% less water. Not only will the project result in reduced water usage, but it will drastically reduce the amount of green waste and requirement for fertilizer and pesticides. This will reduce the potential of these harmful pollutants entering the environment. We'll keep you posted on the progress.

Annual Sidewalk, Curb & Gutter Replacement

The FY 2010/2011 Sidewalk, Curb & Gutter Replacement Program is scheduled to start on February 17. This year's project focuses on the Eastbluff community, along Marine Avenue, China Cove, and San Miguel Park. This annual improvement program replaces damaged concrete and provides for installation of American with Disabilities Act curb ramp improvements where necessary.

For questions on this project, contact Junior Civil Engineer Peter Tauscher 949-644-3316 or ptauscher@newportbeachca.gov.

To: Dave Kiff, City Manager

From: Laura Detweiler, Recreation & Senior Services Director

Date: February 4, 2011

CARROLL BEEK SURVEY RESULTS

The Recreation & Senior Services Department is renovating Carroll Beek Center located on Balboa Island. The renovations will be completed in February. Recreation has created a survey for the Balboa Island residents to provide input in developing recreation classes that will be held beginning summer 2011(June-August). As of January 28th, 100 residents have completed the survey.

The survey is posted on the Recreation & Senior Services Department website or you can go to http://www.surveymonkey.com/s/CarrollBeekCenter. Upon completion of the survey, residents are automatically entered into a raffle to win some cool prizes. The raffle will take place at the Grand Re-Opening Celebration on Friday, May 20, 2011 from 5:30-7:30 pm.

AND THE WINNER IS ... JONOTHAN HARMON

Recreation Supervisor Jonathon Harmon practices what he preaches in his leisure time as well as on the job – he practices fitness by racing his bike!

When he's not working for the Recreation Department supervising the city's youth programs, such as the Active Kidz afterschool program, Pre School 101, and summer day camps, Jonathon can usually be found riding his bike. He rides to and from work from his home in Irvine, practices daily, and races on weekends.

Jonathon has been road racing bikes for the past three years, but this past fall tried a new variation of the basic sport called Cyclocross. It originated in Belgium and features 70% of its course off road and 30% on road or a packed dirt course, utilizing road-



style bikes. Recently, Jonathon finished 1st in the Mt. Sac Cyclocross and the overall winner of the Southern California Cross Fever Series. For his outstanding efforts, Jonathon received a trophy, free beer and other goodies from the event sponsors. Congratulations Jonathon!

pcoming Events	<u>Date</u>	<u>Time</u>	Responsible Staff	Phone	Location
ll My Sons	1/21-2/20	8pm	NTAC	631-0288	NTAC
ASIS Pancake Breakfast	2/5	8:00	Celeste	644-3244	OASIS
pring Registration for Classes	3/3	8am	Raquel Valdez	644-3156	All over the City
amp Expo @ Spirit Run	3/27	5am	Raquel Valdez	644-3156	Fashion Island
PRS District X Banquet	4/7	6pm	Matt Lohr	644-3164	OASIS
ity Youth Track Meet	4/8	4:30pm	Angie Ernst/Scott W	644-3145	CdMHS
arroll Beek Grand Re-Opening	g 5/20	5:30	Matt Lohr	644-3164	Carroll Beek
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